

DEPUTY ALTERNATE PUBLIC DEFENDER IV
DEPUTY ALTERNATE PUBLIC DEFENDER V

Class No. 003921
Class No. 003922

DEFINITION:

To prepare a variety of difficult and complex cases before Municipal, Superior, and Appellate courts and to train and advise staff attorneys with respect to changes in legal concept, trial procedures, and techniques; and to perform related work.

DISTINGUISHING CHARACTERISTICS:

Deputy Alternate Public Defenders are attorneys that provide legal services to clients entitled to a public defender where representation conflicts exist. All positions in this series are allocated only to the Alternate Public Defender's Office.

Deputy Alternate Public Defender IV: Positions in this class prepare and defend the most difficult felony cases involving characteristics such as multiple defendants, serious charges such as homicide, rape, aggravated assault, and complex or unique legal issues. Positions in this class may supervise attorneys and supporting staff of a small section such as a Municipal Court branch, or assist in the staff supervision of a large Municipal Court.

Deputy Alternate Public Defender V: This class is the highest level of defense attorneys in the Classified Service and is distinguished from the next lower level, Deputy Alternate Public Defender IV, by its supervisory and administrative responsibilities.

EXAMPLES OF DUTIES:

Deputy Alternate Public Defender IV: Prepares and defends difficult and complex court and jury cases in Municipal and Superior Courts; reviews evidence, interrogates witnesses, and investigates the scene of the crime; instructs investigators on obtaining evidence in defense of the case; prepares defense briefs; checks questions of law; anticipates legal reasoning of prosecuting attorneys; argues points of law; makes final arguments and summations in defense of the accused; gives advice to less experienced attorneys in matters pertaining to complex legal issues, policies, or tactics; performs legal research in related fields such as psychiatry, criminalistics, sentencing, and constitutional law; negotiates settlement of cases with prosecuting attorneys prior to or during trial; supervises and assigns work to deputies of a functional section of the Alternate Public Defender's Office; discusses cases and related problems with subordinates; suggests methods of approach and advises on policy, tactics, and techniques; reviews case preparation prior to court appearances; evaluates performance of staff; provides close supervision and training to new attorneys; confers with judges, probation officers, and prosecuting attorneys regarding court cases and policy.

Deputy Alternate Public Defender V: All of the duties mentioned above including: provides general supervision to a legal division and directs the work of several senior deputies; gives final approval to issuance of motions or writs; assigns cases for trial or other court hearings and authorizes dispositions of cases; advises and recommends development and implementation of policy for the department; when so requested, represents the Alternate Public Defender before civic groups regarding functions of the Alternate Public Defender's Office.

MINIMUM QUALIFICATIONS:

Knowledge Level: T = Thorough; G = General;

Classification Level: IV = Deputy Alternate Public Defender IV
 V = Deputy Alternate Public Defender V

Knowledge of:

<u>IV</u>	<u>V</u>	
G	T	General Management System (GMS) in principle and in practice.
T	T	Rules of evidence and the conduct of court proceedings.
T	T	Criminal law and California procedure.
T	T	Duties, powers, limitations, and responsibilities of the Alternate Public Defender.
T	T	Superior and Municipal Court policy and procedures.
G	G	Federal criminal case and statutory law.
G	G	Administrative theory.
G	G	Supervisory techniques.

Skills and Abilities to:

The following skills and abilities apply to all classes:

- Analyze legal problems and apply legal principles and practices.
- Perform legal research.
- Present statements of facts, law, and argument clearly and logically in written and oral form.
- Prepare and organize cases.
- Advocate criminal cases in jury trials.
- Work cooperatively with others.
- Try difficult criminal cases.
- Interpret and explain policy and law to both professional and lay people.

Deputy Alternate Public Defender IV (in addition to the above):

- Supervise the work of a group of attorneys and paraprofessional support.
- Present and convincingly argue points of law in support of the defendant's case before courts and juries.

Deputy Alternate Public Defender V (in addition to the above):

- Administer the work of a group of attorneys and professional support.

EDUCATION/EXPERIENCE:

Education, training, and/or experience, which demonstrate possession of the knowledge and skills stated above. Examples of such training and experience are:

Deputy Alternate Public Defender IV:

1. Two (2) years of experience as a Deputy Alternate Public Defender III with the San Diego County Public Defender's Office, or Alternate Public Defender's Office; OR,
2. Two (2) years of experience as an attorney at an equivalent level with another California county or city; OR,

3. Five (5) years of experience as an attorney handling serious felony cases and jury trials as the defense attorney of record.

Deputy Alternate Public Defender V:

1. Two (2) years of experience as a Deputy Public Defender IV in the San Diego County Public Defender's Office, or Alternate Public Defender's Office; OR,
2. Two (2) years of experience as an attorney at an equivalent level with another California county or city; OR,
3. Five (5) years experience handling serious felony cases and jury trials as the defense attorney of record with at least one (1) year of experience supervising other felony attorneys in a public or quasi-public criminal law agency.

SPECIAL LICENSES, NOTES, OR REQUIREMENTS:

Professional Standing:

Active membership and in good standing with the State Bar of California.

License:

A valid California Class C driver's license is required at time of appointment or the ability to arrange transportation for field travel. Employees in this class may be required to use their personal vehicles.

Probationary Period:

Incumbents appointed to permanent positions in this class shall serve a probationary period of twelve months (Civil Service Rule 4.2.5).